

School Committee Policy Review Subcommittee  
Thursday, October 13, 2016  
8:00 AM – 9:15 AM  
5<sup>th</sup> Floor Conference, Town Hall

Policy Review Subcommittee members present: Dr. Jackson (Chairman), Mr. Glover, and Ms. Stone.

School Staff present: Mr. Bott, Ms. Dunn, Ms. Gittens, Mr. Zimmerman, and Ms. Coyne.  
Others present: Associate Town Counsel Patricia Correa, Coordinator of Student Health Services Tricia Laham, and Brookline High School Nurse Jill Seaman-Chandler.

**1) Approval of the Minutes of the September 15, 2016 Policy Review Subcommittee Meeting**

On a motion of Dr. Jackson and seconded by Mr. Glover, the Policy Review Subcommittee voted unanimously to approve the minutes of the September 15, 2016 Policy Review Subcommittee meeting.

**2) Review and Discussion of the Proposed Public Schools of Brookline (PSB) Meal Charges Policy**

The Subcommittee discussed possible revisions to the proposed PSB Meal Charges Policy (Attachment A), in light of feedback offered at the October 6, 2016 School Committee meeting. At a later date, the Policy Subcommittee will be recommending revisions to other food related policies and will include a preamble that explains the intent of all the policies. Mr. Bott stressed the importance of including a preamble that makes clear the driving vision of the policies. Ms. Dunn noted that the proposed Policy and Administrative Directive will be presented to the principals next week to solicit their feedback. Dr. Jackson will work with Ms. Dunn and Mr. Zimmerman to review and modify, if necessary, the proposed Policy and/or Administrative Directive to ensure that there is nothing that is contradictory, particularly with regard to ensuring that children are not denied a meal.

The Subcommittee will continue review of the proposed PSB Meal Charges Policy on November 9, 2016.

**3) Discussion of Proposed Procedures/Policies related to Opioid Use**

The Subcommittee discussed the proposed Policy and Procedures for School Nurse Management of Potential Life Threatening Opioid Overdose (Attachment B). Ms. Laham stated that many districts have already approved and implemented policies. The Director of Health and Human Services, the Police Department and Fallon Ambulance have been consulted and all are in agreement. She will provide data on Naloxone usage in Brookline. Naloxone can cause side effects (not life threatening). The proposed Policy/Procedures require that school nurses be trained before being authorized to administer Naloxone. The Procedures require a call to emergency medical services (911) prior to administration of Naloxone. Parents/guardians will need to be educated on why we are implementing this Policy. The School Committee is being asked to approve the Policy, not the Procedures.

Subcommittee members suggested some changes to the proposed policy.

Add *consistent with law*, where appropriate, in Sections 1-5.

Change 3. to the following: Training of nursing staff. All nursing staff *and other staff as determined by the Superintendent* shall be trained, as required by MDPH regulations and directives.

Add documentation and reporting requirements. (Coordinator of Student Health Services to provide a report to the Superintendent on an annual basis.)

Change 2. and 3. To may be trained and authorized.

Add legal citations at the end of the Policy.

Add “commonly known as Narcan” after Naloxone.

Put the Policy in the standard framework.

Ms. Laham may revise the second paragraph of the Procedures Background and Explanation.

Dr. Jackson will revise the proposed policy and send it to Ms. Laham and Ms. Correa for feedback. The Policy will be scheduled for a School Committee 1<sup>st</sup> Reading on November 1, 2016 and a 2<sup>nd</sup> Reading/Vote on November 10, 2016.

#### **4) Review and Discussion of Proposed PSB Hazing Policy**

Mr. Zimmerman discussed a proposed PSB Hazing Policy. We are using the Massachusetts Association of School Committees (MASC) sample policy (Attachment C) as the base, with some modifications.

Subcommittee members suggested some changes to the MASC sample policy.

Include the definition of Hazing from Massachusetts General Laws Chapter 269, Section 17 (Attachment D).

The Hazing Policy should be a stand-alone policy, with cross-references to the PSB Discipline and Bullying Prevention Policies.

In the first paragraph, change “school organization” to any school or student organization or formal or informal peer group.”

Put the Policy in the standard framework.

Information should be included in Student Handbooks.

Dr. Jackson will revise the proposed policy and bring it back to the Subcommittee on November 9, 2016. The Subcommittee will review the Bullying Prevention Policy and Guidelines in the spring.

The November 9, 2016 agenda will include the proposed PSB Meal Charge Policy, the proposed PSB Hazing Policy, and the proposed PSB Discriminatory Harassment Policy and Procedures.

The meeting adjourned at 9:15 AM.